



ARMY MEDICINE
*One Team...One
Purpose!*
*Conserving the Fighting Strength
Since 1775*

MEPRS TRAINING SYMPOSIUM

FY Initialization Steps in CHCS WAM/DWAM

Army MEPRS Program Office (AMPO)

20 June 2016
UNCLASSIFIED



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Overview

- **Overview**
 - **Review the new FY ASD Table**
- **Purpose**
 - **Ask yourself these questions that come directly from the CHCS Workload Desktop Guide:"**
 - **Has your mission changed for the new FY?**
 - **Are you adding new work centers (missions)?**
 - **Are you losing work centers (missions)?**



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Review the Site- Definable Table (SDT)

- **This starts by printing the Site Definable MEPRS Table as illustrated in the screen captures**
- **Menu Path: CA-DAA-MPR-INQ-SDP**



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Review the SDT

CA	Core Application Drivers Menu
DE	Device Editor Menu
FM	FileMan Menu
ME	Menu Management Menu
MM	Manage MailMan Menu
SM	Site Manager Menu
TM	TaskMan Menu
UM	User Management Menu
SQL	M/SQL Management Menu

Type “**CA**” and press
the <**Enter**> key,
then type “**DAA**” and
press the <**Enter**>
key

Select Systems Manager Menu Option: **CA** Core Application Drivers Menu

DAA	Data Administration Menu
PAD	PAD System Menu
PAS	PAS System Menu
MSA	MSA System Menu
CLN	Clinical System Menu
DTS	Dietetics System Menu
LAB	Laboratory System Menu
PHR	Pharmacy System Menu
RAD	Radiology System Menu
WAM	Workload Assignment Module Menu
MCM	Mass Casualty Menu

Select Core Application Drivers Menu Option: **DAA** Data Administration Menu



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Review the SDT

Type the following prompts, pressing the **<Enter>** key each time:

“MPR”; **“INQ”**; and **“SDP”**

```
CFT      Common Files and Tables Management Menu
CPT      CPT System Menu
MPR      MEPRS System Menu
PMUM     Provider Merge/Unmerge Menu
DWAM     DOD Workload Assignment Module Menu
```

Select Data Administration Menu Option: **MPR** MEPRS System Menu

```
WFM      Workload Files Maintenance Menu
INQ      Inquire to Workload Files Menu
```

Select MEPRS System Menu Option: **INQ** Inquire to Workload Files Menu

```
MTI      Inquire to Master MEPRS Table (3 digit codes)
MSI      Inquire to Site Definable MEPRS Table
DMS      Inquire to DMIS ID Codes Table
DGP      Print DIVISIONS by GROUP ID
MTP      Print Master MEPRS Table (3 Digit Codes)
SDP      Print Site Definable MEPRS Table
```

Select Inquire to Workload Files Menu Option: **SDP** Print Site Definable MEPRS Table



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Review the SDT

You are now ready to run the report. Type “**M**” and press the <**Enter**> key **twice**. Take the following steps to spool the report: Type “**Q**”, **Enter**; **SPOOL**, <**Enter**>, then give the report a memorable name and press the <**Enter**> key four times to accept all defaults.

*** THIS REPORT USES A 132 COLUMN FORMAT ***

Sort order for MEPRS Code will be by (M)EPRS Code, (D)ept/Service, (C)ategory, DM(I)S ID Code, or (S)ales Code:

(A)ll MEPRS Codes or (R)ange of MEPRS Codes: A//

DEVICE: to print on

DEVICE: VMS file

Select SPOOL DOCUMENT NAME:

Are you adding 'rrm sdp tdb 13aug12' as
a new SPOOL DOCUMENT? y (YES)

EXPIRATION DATE: 28 Jun 2001//

Requested start time: NOW// (21 Jun 2001@0911)

Request Queued



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Review the SDT

Type “**SPO**” and press the <**Enter**> key to access the Spooler Menu, then type “**PSR**” and press the <**Enter**> key. Type your document’s name and press the <**Enter**> key **twice**.

VERY IMPORTANT: **STOP** at the **Output to** prompt.

Select Inquire to Workload Files Menu Option: Spooler Menu

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option: Print Spooled Report

Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12

Number of Copies: 1//

Output to: 



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Review the SDT

At toolbar on top of window, Select "Setup" and "Display"

```
File Edit Connection Setup Macro Window Help
[Icons] [?]

DE  Devi
FM  File
ME  Menu
MM  Mana
SM  Site
TM  Task
UM  User
SQL M/SQL

Select Systems Manager Menu Option: spo Spooler Menu
Do you want to print the report? (y/n)

CA  Core
DE  Device Editor Menu
FM  FileMan Menu
ME  Menu Management Menu
MM  Manage MailMan Menu
SM  Site Manager Menu
TM  TaskMan Menu
UM  User Management Menu
SQL M/SQL Management Menu

Select Systems Manager Menu Option: spo Spooler Menu

DSR Delete Spooled Report
PSR Print Spooled Report

Select Spooler Menu Option: ps Print Spooled Report
Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12
Number of Copies: 1//
Output to: █
```

21 Jun 2001 091108 TRAINING,MANAGE



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Review the SDT

Click on “Screen” and modify the following settings as shown below:
Rows; Columns; Memory blocks
(structure of the processing design so the information fits when printing)
You may also wish to adjust “Fonts” for appearance. Click “OK” to exit.

Select Systems Manager
Do you want to Halt? Y

CA Core Application
DE Device Editor
FM File Manager
ME Menu Manager
MM Manager
SM Site Manager
TM Task Manager
UM User Manager
SQL M/SQL Manager

Select Systems Manager

DSR Delete Spooled Report
PSR Print Spooled Report

Select Spooler Menu Option: ps Print Spooled Report
Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12
Number of Copies: 1//
Output to:

21 Jun 2001 091108 TRAINING,MANAGE



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Review the SDT

Click on **File**, then **Logging**

File Edit Connection Setup Macro Window Help

- New Session...
- Open...
- Save ctdballuserb
- Save As...
- Import and Export
- Layout
- Save Display As...
- Properties...
- Transfer...
- Logging...**
- Print...
- Print Setup...
- Page Setup...
- Close Printer
- Send...
- Exit
- Exit All

```
ES A 132 COLUMN FORMAT ***
RS Code will be by (M)EPRS Code, (D)ept/Service, (C)ategory,
(S)ales Code: M
or (R)ange of MEPRS Codes: A//
rint on
file
ENT NAME: rrm sdp tdb 13aug12
'rrm sdp tdb 13aug12' as
DOCUMENT? y (YES)
8 Jun 2001//
me: NOW// (21 Jun 2001@0911)

to Master MEPRS Table (3 digit codes)
to Site Definable MEPRS Table
to DMIS ID Codes Table
VISIONS by GROUP ID
ster MEPRS Table (3 Digit Codes)
te Definable MEPRS Table

Select Inquire to Workload Files Menu Option: SPO Spooler Menu

DSR Delete Spooled Report
PSR Print Spooled Report

Select Spooler Menu Option: PS Print Spooled Report
Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12 rrm sdp tdb 13aug12
Number of Copies: 1//
Output to:
```



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Review the SDT

Click on “Logging On” and “Disk”. Please ensure that “Printer” is **NOT** checked. Click on “Browse...” to determine where to save the document.

File Edit Connect...

*** THIS RE

Sort order

DM(I)S ID C

(A)ll MEPRS Codes or (R)ange of MEPRS Codes: A//

DEVICE: Queue to print on

DEVICE: SPOOL VMS file

Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12

Are you adding 'rrm sdp tdb 13aug12' as a new SPOOL DOCUMENT?

EXPIRATION DATE: 20 Aug 2012

Requested start time: NO

Request Queued

MTI Inquire to Main Menu

MSI Inquire to SDT

DMS Inquire to DMIS

DGP Print DIVISIONS

MTP Print Master Menu

SDP Print Site Definition

Select Inquire to Workload Files Menu Option: SPO Spooler Menu

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option: PS Print Spooled Report

Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12 rrm sdp tdb 13aug12

Number of Copies: 1//

Output to:

Logging

☒ Logging on

Log output to

☐ Printer Lexmark C792 P1

☒ Disk C:\Users\1058933976E\Desktop\vo adm tr

☐ Serial device: NONE

Browse...

Configure...

OK

Cancel

Print Setup...



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Review the SDT

File Edit Connection Setup Macro Window Help

*** THIS REPORT USES A 132 COLUMN FORMAT ***

Sort order for MEPRS Code will be by (M)EPRS Code, (D)ept/Service, (C)ategory, DM(I)S ID Code, or (S)ales Code: M

(A)ll MEPRS Codes or

DEVICE: Queue to print

DEVICE: SPOOL VMS fi

Select SPOOL DOCUMENT

Are you adding 'r

a new SPOOL DO

EXPIRATION DATE: 28 J

Requested start time:

Request Queued

MTI Inquire to

MSI Inquire to

DMS Inquire to

DGP Print DIVIS

MTP Print Master

SDP Print Site

Select Inquire to Wor

DSR Delete Spool

PSR Print Spool

Select Spooler Menu C

Select SPOOL DOCUMENT

Number of Copies: 1//

Output to:

Log Output To Disk File

Save in: Desktop

Recent Places

Desktop

Libraries

Computer

Network

Libraries System Folder

MCALLISTER, RUTHANNE R CTR USAF AETC AFMOA/SG... System Folder

Computer System Folder

Network System Folder

Access2010SBS File folder

chcs File folder

File sdt tdb 13aug12

Save as type: Text Files

Save

Cancel

Help



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Review the SDT

File Edit Connection Setup Macro Window

Click OK

*** THIS REPORT USES A 132 COLUMN FORMAT ***

Sort order for MEPRS Code will be by (M)EPRS Code, (L)ept/Service, (C)ategory, DM(I)S ID Code, or (S)ales Code: M

(A)ll MEPRS Codes or (R)ange of MEPRS Codes: A//

DEVICE: Queue to print on

DEVICE: SPOOL VMS file

Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12

Are you adding 'rrm sdp tdb 13aug12' as a new SPOOL DOCUMENT?

EXPIRATION DATE: 28 Jun 2012

Requested start time: NOW

Request Queued

MTI Inquire to Master

MSI Inquire to Site

DMS Inquire to DMIS

DGP Print DIVISIONS

MTP Print Master MEPRS

SDP Print Site Definition

Select Inquire to Workload Files Menu Option: SPO Spooler Menu

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option: PS Print Spooled Report

Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12 rrm sdp tdb 13aug12

Number of Copies: 1//

Output to:

Logging

☒ Logging on

Log output to

☐ Printer Lexmark C792 P1

☒ Disk C:\Users\1058933976E\Desktop\sd tdb 1:

Browse...

☐ Serial device: NONE

Configure...

OK

Cancel

Print Setup...

Help



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Review the SDT

```
File Edit Connection Setup Macro Window ***
*** THIS REPORT USES A 132 COLUMN FORMAT ***

Sort order for MEPRS Code will be by (M)EPRS Code, (D)ept/Service, (C)ategory,
DM(I)S ID Code, or (S)ales Code: M

(A)ll MEPRS Codes or (R)ange of MEPRS Codes: A//
DEVICE: Queue to print on
DEVICE: SPOOL VMS file
Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12
Are you adding 'rrm sdp tdb 13aug12' as
a new SPOOL DOCUMENT? y (YES)
EXPIRATION DATE: 28 Jun 2001//
Requested start time: NOW// (21 Jun 2001@0911)
Request Queued

MTI    Inquire to Master MEPRS Table (3 digit codes)
MSI    Inquire to Site Definable MEPRS Table
DMS    Inquire to DMIS ID Codes Table
DGP    Print DIVISIONS by GROUP ID
MTP    Print Master MEPRS Table (3 Digit Codes)
SDP    Print Site Definable MEPRS Table

Select Inquire to Workload Files Menu Option: SPO Spooler Menu

DSR    Delete Spooled Report
PSR    Print Spooled Report

Select Spooler Menu Option: PS Print Spooled Report
Select SPOOL DOCUMENT NAME: rrm sdp tdb 13aug12 rrm sdp tdb 13aug12
Number of Copies: 1//
Output to: █
```

Press the <Enter> key



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Review the SDT

The report will run on both the screen and on the text file

File Edit Connection Setup Macro Window Help

FCDA

FCDB/Ø255 SUPPORT TO OTHER MILITARY

AL PROGRAMS SER SPECIAL PROGRAMS

TRAINING MEDICAL TREATMENT FACILITY

21 Jun

MEPRS CODES FOR GROUP ID ØØ37

Code/DMIS	Description Abbreviation	Dept/Service	Category
FCDC/Ø256	SUPPORT TO OTHER MILITARY ACTIVITIES	SPECIAL PROGRAMS SER	SPECIAL PROGRAMS
FCDD/Ø391	SUPPORT TO OTHER MILITARY ACTIVITIE	SPECIAL PROGRAMS SER	SPECIAL PROGRAMS

*** END OF REPORT ***

DSR Delete Spooled Report
PSR Print Spooled Report

Select Spooler Menu Option: █



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Review the SDT

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File

Edit

Connection

Setup

Macro

Window

Help

New Session...

Open...

Save ctdballuserb

Save As...

Import and Export

Layout

Save Display As...

Properties...

Transfer...

Logging...

Print...

Print Setup...

Page Setup...

Close Disk

Send...

Exit

Exit All

Click on **File**, then **Logging**

TO OTHER MILITARY ACTIVITIES

SPECIAL PROGRAMS SER

SPECIAL PROGRAMS

TREATMENT FACILITY

21 Jun

MEPRS CODES FOR GROUP ID 0037

tion

viation

Dept/Service

Category

TO OTHER MILITARY ACTIVITIES

SPECIAL PROGRAMS SER

SPECIAL PROGRAMS

TO OTHER MILITARY ACTIVITIE

SPECIAL PROGRAMS SER

SPECIAL PROGRAMS

*** END OF REPORT ***

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option:



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Review the SDT

File Edit Connection Setup Macro Window Help

FCDA

FCDB/Ø255 SUPPORT TO OTHER MILITARY ACTIVITIES SPECIAL PROGRAMS SER SPECIAL PROGRAMS

TRAINING MEDICAL TREATMENT FACILITY 21 Jun

Code/DMIS Description Abbreviation

FCDC/Ø256 SUPPORT TO OT

FCDD/Ø391 SUPPORT TO OT

Category

SPECIAL PROGRAMS

SPECIAL PROGRAMS

Logging

☐ Logging on

Log output to

☐ Printer Lexmark C792 P1

☒ Disk C:\Users\1058933976\Desktop\sdtdb 1: Browse...

☐ Serial device: NONE Configure...

OK Cancel Print Setup... Help

*** END OF REPORT ***

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option:

Unlick **Logging on**,
then click **OK**





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Review the SDT

First page of the Training Database's **Site Definable MEPRS Table**

Code/DMIS	Description Abbreviation	Dept/Service	Category	Standard	Sales Code ICU Flag	APU Flag
AAAA/0037	INTERNAL MEDICINE INT MED	INTERNAL MEDICINE SE	INPATIENT	SIDR		
AAAB/0037	INTERNAL MEDICINE INT MED		INPATIENT	SIDR		
AAAC/0037	INTERNAL MEDICINE INT MED		INPATIENT	SIDR		
AAAD/0037	INTERNAL MEDICINE INT MED		INPATIENT	SIDR		
AACA/0037	CORONARY CARE CICU	CARDIOLOGY SERVICE	INPATIENT	SIDR	YES	
AAHA/0037	INTENSIVE CARE (MED) MICU	MEDICAL CARE DEPARTM	INPATIENT	SIDR	YES	
AAKA/0037	ONCOLOGY ONC	ONCOLOGY SERVICE	INPATIENT	SIDR		
AAXA/0037	MEDICAL WARD COST POOL MWCP	MEDICAL CARE DEPARTM	INPATIENT	NON-STANDARD		
ABAA/0037	GENERAL SURGERY GEN SURG	SURGICAL CARE SERVIC	INPATIENT	SIDR		
ABCA/0037	INTENSIVE CARE (SURGERY) SICU	SURGICAL CARE DEPART	INPATIENT	SIDR	YES	
ABXA/0037	SURGICAL WARD COST POOL SWCP	SURGICAL CARE DEPART	INPATIENT	NON-STANDARD		
ACAA/0037	GYNECOLOGY GYN	GYNECOLOGY SERVICES	INPATIENT	SIDR		
ACXA/0037	OB/GYN WARD COST POOL OWCP	OB/GYN CARE DEPARTME	INPATIENT	NON-STANDARD		
ADAA/0037	PEDIATRICS PEDD	PEDIATRIC CARE DEPAR	INPATIENT	SIDR		
ADBA/0037	NEWBORN NURSERY NURSERY	PEDIATRIC CARE DEPAR	INPATIENT	SIDR		



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Review the SDT

- You now have a text version of the Site Definable MEPRS Table. Locate the file and open it, answering the following questions (from the Workload Desktop Guide):
 - Do any MEPRS codes need to be inactivated? (compare to the FY ASD table)
 - Does every MEPRS code have a DMIS ID assigned to it?
 - Are all DMIS IDs valid?
 - Is there a service/department attached to every MEPRS code?
- The following slides show a few of these examples, which we will also explore in the training database



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Review the SDT

TRAINING MEDICAL TREATMENT FACILITY				21 Jun 2001@0911		Page 1	
[Green Box] No Dept/Service Attached		MEPRS CODES FOR GROUP ID 0037		[Pink Box] Inactivate (Not on ASD)			
[Blue Box] Invalid DMIS				[Orange Box] Switch Division to Correct			
Code/DMIS	Description Abbreviation	Dept/Service	Category	Standard	Sales Code ICU Flag	APU Flag	
AAAA/0037	INTERNAL MEDICINE INT MED	INTERNAL MEDICINE SE	INPATIENT	SIDR			
AAAB/0037	INTERNAL MEDICINE INT MED	[Green Box]	INPATIENT	SIDR			
AAAC/0037	INTERNAL MEDICINE INT MED	[Green Box]	INPATIENT	SIDR			
AAAD/0037	INTERNAL MEDICINE INT MED	[Green Box]	INPATIENT	SIDR			
AACA/0037	CORONARY CARE CICU	CARDIOLOGY SERVICE	INPATIENT	SIDR	YES		
AAHA/0037	INTENSIVE CARE (MED) MICU	MEDICAL CARE DEPARTM	INPATIENT	SIDR	YES		
AAKA/0037	ONCOLOGY ONC	ONCOLOGY SERVICE	INPATIENT	SIDR			
AAXA/0037	MEDICAL WARD COST POOL MWCP	MEDICAL CARE DEPARTM	INPATIENT	NON-STANDARD			
ABAA/0037	GENERAL SURGERY GEN SURG	SURGICAL CARE SERVIC	INPATIENT	SIDR			
ABCA/0037	INTENSIVE CARE (SURGERY) SICU	SURGICAL CARE DEPART	INPATIENT	SIDR	YES		
ABXA/0037	SURGICAL WARD COST POOL SWCP	SURGICAL CARE DEPART	INPATIENT	NON-STANDARD			
ACAA/0037	GYNECOLOGY GYN	GYNECOLOGY SERVICES	INPATIENT	SIDR			
ACXA/0037	OB/GYN WARD COST POOL OWCP	OB/GYN CARE DEPARTME	INPATIENT	NON-STANDARD			
ADAA/0037	PEDIATRICS PEDD	PEDIATRIC CARE DEPAR	INPATIENT	SIDR			
ADBA/0037	NEWBORN NURSERY NURSERY	PEDIATRIC CARE DEPAR	INPATIENT	SIDR			



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Review the SDT

TRAINING MEDICAL TREATMENT FACILITY				21 Jun 2001@0911		Page 2	
MEPRS CODES FOR GROUP ID 0037							
Code/DMIS	Description Abbreviation	Dept/Service	Category	Standard	Sales Code ICU Flag	APU Flag	
AEEA/0037	ORTHOPEDICS ORTH	ORTHOPEDIC CARE DEPA	INPATIENT	SIDR			
AFAA/0037	PSYCHIATRICS PSYCH	MENTAL HEALTH DEPART	INPATIENT	SIDR			
BAA5/0037	INTERNAL MEDICINE APV	INTERNAL MEDICINE SE	OUTPATIENT	NON-STANDARD		YES	
BAAA/0037	INTERNAL MEDICINE CLINIC INTA	INTERNAL MEDICINE SE	OUTPATIENT	NON-STANDARD			
BAAB/0255	INTERNAL MEDICINE CLINIC INTB	INTERNAL MEDICINE SE	OUTPATIENT	NON-STANDARD			
BAAC/0256	INTERNAL MEDICINE CLINIC		OUTPATIENT	NON-STANDARD			
BAAD/0391	INTERNAL MEDICINE CLINIC		OUTPATIENT	NON-STANDARD			
BABA/0037	ALLERGY CLINIC ALGA	ALLERGY SERVICE	OUTPATIENT	NON-STANDARD			
BABB/0255	ALLERGY CLINIC ALGB	ALLERGY SERVICE	OUTPATIENT	NON-STANDARD			
BACA/0037	CARDIOLOGY CLINIC CCUA	CARDIOLOGY SERVICE	OUTPATIENT	NON-STANDARD			
BACB/0256	CARDIOLOGY CLINIC CCUB	CARDIOLOGY SERVICE	OUTPATIENT	NON-STANDARD			
BAEA/0037	DIABETIC CLINIC DIAA	DIABETIC SERVICE	OUTPATIENT	NON-STANDARD			
BAFA/0037	ENDOCRINOLOGY (METABOLISM) CLINIC ENDOA	ENDOCRINOLOGY SERVIC	OUTPATIENT	NON-STANDARD			
BAFB/0255	ENDOCRINOLOGY (METABOLISM) CLINIC ENDOB	ENDOCRINOLOGY SERVIC	OUTPATIENT	NON-STANDARD			



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Review the SDT

After reviewing the SDT, I found this list of codes for inactivation

- **ABCA**
- **ACAA**
- **ADCA**
- **ADEA**
- **BAHA**
- **BAIA**
- **BCAA**
- **BCC5**
- **BDCA**
- **BEBA**
- **BEC5**

- **BECA**
- **BHAA**
- **BHBA**
- **BKAA**
- **BPMT**
- **DBCA**
- **DGEA**
- **DGEB**
- **DHBA**
- **DHDA**



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Load FY Data Updates on CHCS

- The following information is paraphrased from the Workload Desktop Guide:
 - The CHCS staff must load the latest DMIS ID update and the new FY WAM Core update. The WAM Core update contains the Master MEPRS Update and WAM Core Update
 - The updates are usually available around 1 Oct
 - Request the Exception Report
 - REMEMBER: Inactivate any fourth-level codes on CHCS that could not be updated during the software load (5 Oct)



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Load FY Data Updates on CHCS

- Inactivate MEPRS codes that were NOT removed with the FY Data Update
- **VERY IMPORTANT:** Do **NOT** inactivate **ANY** MEPRS Codes until you have first verified, **at a minimum**, that:
 - The MEPRS Code is NOT attached to an active hospital location
 - It does not have any outstanding encounters or coding attached
 - There are no business processes associated with this MEPRS code
- Coordinate with the Data Quality Assurance Team (DQAT), i.e., Systems, Referral Mgt, Coding, Data Quality, and Group Practice Managers, to replace the MEPRS code with the new valid MEPRS code or:
 - Complete all open transactions
 - Inactivate the hospital location
 - Inactivate the MEPRS Code



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Load FY Data Updates on CHCS

Type "**DWAM**", press the <**Enter**> key, then type "**SMIA**" and press the <**Enter**> key

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module

DXCL	Data Set Exclusions by DMIS ID Enter/Edit
DCRT	Data Set IDs Create
DDSP	Data Set IDs Creation Status
DEDT	Data Set IDs Enter/Edit
DBAT	Data Set IDs Batch Inactivate Requesting FCC
DINQ	Data Set IDs Inquiry
DPRN	Data Set IDs Print
CCOM	CAC/JON - MEPRS File Compare
CEDT	CAC/JON Enter/Edit
CINQ	CAC/JON Inquiry
CPRN	CAC/JON Print
SDMT	Site Definable MEPRS Table Maintenance
SMIA	MEPRS Inactivate/Reactivate

Select DOD Workload Assignment Module Menu Option: **SMIA**



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Load FY Data Updates on CHCS

Press the **<Enter>** key to
Inactivate

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1214

MEPRS CODE INACTIVATION/REACTIVATION

Inactivate Reactivate Discrepancy Report Quit Help
Inactivate MEPRS Code



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Load FY Data Updates on CHCS

Type the first MEPRS code (**AACA**) and press the
<**Enter**> key

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1220

Enter MEPRS Code: **AACA**

Type the relevant inactivation date and press the
<**Enter**> key

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1220

Enter MEPRS Code: AACA 0037 CORONARY CARE

Current status:

Active - 01 Jan 1990

Inactivation Date: **22 Jun 2001**// ■



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Load FY Data Updates on CHCS

Type “Y” and press the <Enter>
key

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1220

Enter MEPRS Code: AACA 0037 CORONARY CARE

Current status:

Active - 01 Jan 1990

Inactivation Date: 22 Jun 2001// (22 Jun 2001)

Do you want to inactivate code AACA/0037? No// ☒ Y



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Load FY Data Updates on CHCS

The MEPRS code is now inactivated, with the DSI file tasked to update. CHCS asks if you want to replace this with another MEPRS code. This depends on the decisions made by the DQAT. For this example, type “**No**” and press the <**Enter**> key.

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1220

Enter MEPRS Code: AACA 0037 CORONARY CARE

Current status:

Active - 01 Jan 1990

Inactivation Date: 22 Jun 2001// (22 Jun 2001)

Do you want to inactivate code AACA/0037? No// Yes

MEPRS code was inactivated.

The Data Set ID File is being tasked to update to reflect this inactivation.

Do you want to replace this inactive MEPRS with other MEPRS? NO// ☐



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Load FY Data Updates on CHCS

After you finish inactivating the first MEPRS code, CHCS allows you to continue with the rest of the list

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1220

Enter MEPRS Code: AACA 0037 CORONARY CARE

Current status:

Active - 01 Jan 1990

Inactivation Date: 22 Jun 2001// (22 Jun 2001)

Do you want to inactivate code AACA/0037? No// Yes

MEPRS code was inactivated.

The Data Set ID File is being tasked to update to reflect this inactivation.

Do you want to replace this inactive MEPRS with other MEPRS? NO// (NO)

Enter MEPRS Code: AAHA



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Load FY Data Updates on CHCS

If you did not properly coordinate with the DQAT and the MEPRS code is still in use, you will see this message:

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001@1327

Enter MEPRS Code: 0037 INTENSIVE CARE (MED)

Code cannot be inactivated due to associated hospital locations, providers, or
UIC Default PCMs.

Print MEPRS Inactivation Discrepancy Report and evaluate.

This may be a COMPLEX report and may take time.

DEVICE: █



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Load FY Data Updates on CHCS

AAHA Inactivation Discrepancy Report

MEPRS/DMIS: AAHA/0037 INTENSIVE CARE (MED)

The MEPRS code cannot be inactivated for one or more of the below reasons:

- The below Hospital Locations are assigned MEPRS code: AAHA/0037.
- For any provider that has defined the location as a Primary Location or Clinic ID, then the provider will be listed along with either their EDI_PN, PID, NPI.
- If a clinic is set up as the enrolling location for UIC Default PCMs.

These discrepancies must be resolved before the code may be inactivated.

Following site policy, if an approved substitute MEPRS code is identified, authorized users may use the MEPRS Realignment Utility.

Hospital Location	Associated Providers (EDI_PN,PID,NPI ID)	Clinic's UIC Default PCM
<u>MICU</u>		



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Review the DMIS ID Analysis Report

- After the DMIS ID Codes update has been loaded, you should review the DMIS ID Analysis Report
- The purpose of reviewing the DMIS ID Analysis Report is to validate the CHCS DMIS ID structure for the FY
- According to the CHCS Workload Desktop Guide, “This report lists the differences between your CHCS division structure and the official DMIS ID Codes file.”
- Ask your CHCS personnel to issue you this menu option: DOD DMIS REALIGN - DMIS ID RPT (Print DMIS ID Analysis Report) with the synonym “PDMI”



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Review the DMIS ID Analysis Report

At any menu prompt, type “**PDMI**” and press the
<**Enter**> key

CA	Core Application Drivers Menu
DE	Device Editor Menu
FM	FileMan Menu
ME	Menu Management Menu
MM	Manage MailMan Menu
SM	Site Manager Menu
TM	TaskMan Menu
UM	User Management Menu
SQL	M/SQL Management Menu

Select Systems Manager Menu Option: **PDMI** Print DMIS ID Analysis Report

DEVICE: █



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Review the DMIS ID Analysis Report

Type “**Q**” and press the <**Enter**> key, followed by “**SPOOL**” and the <**Enter**> key. Next, type a memorable document name, press the <**Enter**> key, type “**Y**” and press the <**Enter**> key **twice**.

DEVICE: to print on

DEVICE: VMS file

Select SPOOL DOCUMENT NAME:

Are you adding 'rrm dmis id analysis rpt' as
a new SPOOL DOCUMENT? (YES)

EXPIRATION DATE: 28 Jun 2001//



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Review the DMIS ID Analysis Report

Type "**SPO**" and press the
<**Enter**> key

Select Systems Manager Menu Option: **SPO** Spooler Menu

DSR Delete Spooled Report

PSR Print Spooled Report

Select Spooler Menu Option: █



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Review the DMIS ID Analysis Report

Type “**PSR**” and press the <**Enter**> key, then type the spooled document name and press the <**Enter**> key **twice**

DSR Delete Spooled Report
PSR Print Spooled Report

Select Spooler Menu Option: Print Spooled Report

Select SPOOL DOCUMENT NAME:

21 Jun 2001@163307

Number of Copies: 1//

Output to:

Follow the instructions provided on slides to capture the output to a text file.



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Review the DMIS ID Analysis Report

TRAINING MEDICAL TREATMENT FACILITY

21 Jun 2001@1633

Page: 1

DMIS ID ANALYSIS REPORT

GROUP ID: 0034

REGION: 17

DMIS ID	Name	Facil Type	Comments
---------	------	------------	----------

CURRENT MED CENTER DIVISION STRUCTURE:

0034 USCG CLINIC NEW LONDON CLINIC

***** POSSIBLE BREAKOUT SCENARIOS *****

DMIS IDS NOT REFLECTED IN CURRENT MED CENTER DIVISION STRUCTURE:

None

TRAINING MEDICAL TREATMENT FACILITY

21 Jun 2001@1633

Page: 2

DMIS ID ANALYSIS REPORT

GROUP ID: 0037

REGION: 17

DMIS ID	Name	Facil Type	Comments
0037	DIV A - TRAINING HOSPITAL	HOSP	INPATIENT DIVISION
0255	DIV D - NORTHERN CLINIC	CLINIC	
0256	DIV B - PENTAGON BRANCH CLINIC	CLINIC	
0391	DIV C - USAHC ARLINGTON HALL	INACT	INACTIVE DMIS ID

***** POSSIBLE BREAKOUT SCENARIOS *****

DMIS IDS NOT REFLECTED IN CURRENT MED CENTER DIVISION STRUCTURE:

1186	46TH COMBAT SUPPORT HOSPITAL (TOE)	HOSP	POSSIBLE BREAKOUT
1482	USADC PENTAGON	DENTAL	POSSIBLE BREAKOUT
1934	COMBAT SUPPORT HOSP-1 WALTER REED AMC	CLINIC	POSSIBLE BREAKOUT
1935	COMBAT SUPPORT HOSP-2 WALTER REED AMC	CLINIC	POSSIBLE BREAKOUT
6510	WASHINGTON SERVICE AREA	ADMIN	POSSIBLE BREAKOUT
7147	TMC-3-WRAMC	CLINIC	POSSIBLE BREAKOUT
7148	WRAIR	CLINIC	POSSIBLE BREAKOUT
7149	TMC-9-WRAMC	CLINIC	POSSIBLE BREAKOUT
7298	DILORENZO TRICARE HEALTH CLINIC ARLINGTON	CLINIC	POSSIBLE BREAKOUT
7312	USADC-HOSPITAL DENTAL CLINIC (WRAMC)	DENTAL	POSSIBLE BREAKOUT
7313	USADC-ANDREW RADER DENTAL CLINIC	DENTAL	POSSIBLE BREAKOUT
7314	USADC-FT MCNAIR DENTAL CLINIC	DENTAL	POSSIBLE BREAKOUT
8500	NA RVC-WRAMC (DC)	VETCL	POSSIBLE BREAKOUT

This was found because the TDB is based on the NCA

This is the **DMIS ID Analysis Report** from the Training Database (**TDB**).

Note the **Inactive DMIS** in **Group 0037** and the DMIS IDs that are missing from the structure.

In a real-life situation, it might be necessary to add the missing DMIS IDs and conduct a **MEPRS Realignment** for those that are inactive. This is discussed in detail on pages 20-21 of the CHCS Workload Desktop Guide.



Review the DMIS ID Analysis Report

Final pages of DMIS ID Analysis Report

GROUP ID: 0067

REGION: 17

DMIS ID	Name	Facility Type	Comments
---------	------	---------------	----------

CURRENT MED CENTER DIVISION STRUCTURE:

0067	NAVAL HOSPITAL	HOSP	INPATIENT DIVISION
0302	NAVAL BRANCH CLINIC SOUTH	CLINIC	
0384	NAVAL BRANCH CLINIC NORTH	INACT	INACTIVE DMIS ID

***** POSSIBLE BREAKOUT SCENARIOS *****

DMIS IDs NOT REFLECTED IN CURRENT MED CENTER DIVISION STRUCTURE:

0259	BMC NRL WASHINGTON	CLINIC	POSSIBLE BREAKOUT
0301	NBHC INDIAN HEAD	CLINIC	POSSIBLE BREAKOUT
0322	BMC COLTS NECK EARLE	CLINIC	POSSIBLE BREAKOUT
0344	NBMC PHILADELPHIA NAVAL BUSINESS CENTER	CLINIC	POSSIBLE BREAKOUT
0347	BMC WILLOW GROVE	CLINIC	POSSIBLE BREAKOUT
0348	BMC MECHANICSBURG	CLINIC	POSSIBLE BREAKOUT
0386	NBHC DAHLGREN	CLINIC	POSSIBLE BREAKOUT
0401	BMC LAKEHURST	CLINIC	POSSIBLE BREAKOUT
0404	BMC SUGAR GROVE	CLINIC	POSSIBLE BREAKOUT
0522	NBHC ANDREWS AFB	CLINIC	POSSIBLE BREAKOUT
0703	NBHC WASHINGTON NAVY YARD	CLINIC	POSSIBLE BREAKOUT

The TDB is based on the NCA

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Create Data Set ID Exclusions/Inclusions

- **The purpose of the Data Set ID Exclusions by DMIS option is to allow you to exclude DMIS workload BEFORE you create the DSI file for the new FY.**
- **This will prevent your needing to exclude the workload one DSI at a time or to clean up data every month during its initialization**
- **Only use this for Performing FCCs**
- **Reasons for excluding DMIS IDs might include:**
 - **Change in missions from one year to the next; i.e., you can no longer accept inpatients**
 - **Restricting workload that is not authorized for an ERSA Child DMIS**
- **Use the Group (not Division) prompt to access any Performing FCC/DMIS ID to exclude specific DMIS IDs**



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Create Data Set ID Exclusions/Inclusions

Type "**DWAM**", press the <Enter> key and
type "**DXCL**" and press the <Enter> key

```
PAD    PAD System Menu
PAS    PAS System Menu
MSA    MSA System Menu
CLN    Clinical System Menu
DTS    Dietetics System Menu
PHR    Pharmacy System Menu
RAD    Radiology System Menu
WAM    Workload Assignment Module Menu
```

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module

```
DXCL   Data Set Exclusions by DMIS ID Enter/Edit
DCRT   Data Set IDs Create
DDSP   Data Set IDs Creation Status
DEDT   Data Set IDs Enter/Edit
DBAT   Data Set IDs Batch Inactivate Requesting FCC
DINQ   Data Set IDs Inquiry
DPRN   Data Set IDs Print
CCOM   CAC/JON - MEPRS File Compare
CEDT   CAC/JON Enter/Edit
CINQ   CAC/JON Inquiry
CPRN   CAC/JON Print
SDMT   Site Definable MEPRS Table Maintenance
SMIA   MEPRS Inactivate/Reactivate
```

Select DOD Workload Assignment Module Menu Option: **DXCL**



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Create Data Set ID Exclusions/Inclusions

Type “**G**” and press the <**Enter**> key. As a reminder, selecting **Group** allows you access to all corresponding divisions.

```
DXCL  Data Set Exclusions by DMIS ID Enter/Edit
DCRT  Data Set IDs Create
DDSP  Data Set IDs Creation Status
DEDT  Data Set IDs Enter/Edit
DBAT  Data Set IDs Batch Inactivate Requesting FCC
DINQ  Data Set IDs Inquiry
DPRN  Data Set IDs Print
CCOM  CAC/JON - MEPRS File Compare
CEDT  CAC/JON Enter/Edit
CINQ  CAC/JON Inquiry
CPRN  CAC/JON Print
SDMT  Site Definable MEPRS Table Maintenance
SMIA  MEPRS Inactivate/Reactivate
```

```
Select DOD Workload Assignment Module Menu Option: DXCL  Data Set Exclusions by
Do you want to exclude Requesting FCC for a Data Set ID for FY 01 for the
[G]roup [D]ivision, or [Q]uit? Q/[G]
```



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Create Data Set ID Exclusions/Inclusions

Because the Training Database is perpetually set to 21 June 2001, it informs you that:

```
The Data Set ID file has already been created for FY01.  
Do you want to edit the Exclusion file? NO// 
```

You will not receive this question for the new fiscal year (FY) initialization. For this scenario, please type “Y” and press the <Enter> key. The rest of the screens closely match the new FY process.



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Create Data Set ID Exclusions/Inclusions

Use the **<End>** key to select the pertinent
FCC/DMIS

DIVISION: DIV A - TRAINING HOSPITAL

ENTER/EDIT DSI EXCLUSION

DMIS: 0037

GROUP ID: 0037

UIC: W2DHAA

PERFORMING FCC/DMIS:

DAAA/0037

*DAAB/0255

DAAC/0256

DAAD/0391

DAAE/0256

DAAF/0391

DAAG/0255

DBAA/0037

DBAB/0255

DBAC/0256

DBAD/0391

DBAF/0256

DBAG/0256

DBAH/0256

+ DBAO/0037

down Up performing fCC Quit
Go to Next Page.



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Create Data Set ID Exclusions/Inclusions

Type "C" to Select the Performing
FCC

```
DIVISION: DIV A - TRAINING HOSPITAL          ENTER/EDIT DSI EXCLUSION
DMIS: 0037          GROUP ID: 0037          UIC: W2DHAA

PERFORMING FCC/DMIS:

DAAA/0037
*DAAB/0255
DAAC/0256
DAAD/0391
DAAE/0256
DAAF/0391
DAAG/0255
DBAA/0037
DBAB/0255
DBAC/0256
DBAD/0391
DBAF/0256
DBAG/0256
DBAH/0256
+ DBAO/0037
doWn  Up  performing fCC  Quit
Select a Performing FCC from which to exclude Requesting DMIS(s)
```



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Create Data Set ID Exclusions/Inclusions

Use the **<End>** key to select the pertinent requesting
DMIS ID(s)

DI

DMIS: 0037 GROUP ID: 0037 UIC: W2DHAA

PERFORMING FCC: DAAB/0255

POSSIBLE REQUESTING DMIS ID(S) TO EXCLUDE:

- *0037
- *0256
- *0391

doWn Up Exclude DMIS ID(s) Quit

Scroll to next screen of Requesting DMIS Codes

SION



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Create Data Set ID Exclusions/Inclusions

Type “**E**” to exclude the DMIS
ID(s)

DIVISION: DIV A - TRAINING HOSPITAL

ENTER/EDIT DSI EXCLUSION

DMIS: 0037

GROUP ID: 0037

UIC: W2DHAA

PERFORMING FCC: DAAB/0255

POSSIBLE REQUESTING DMIS ID(S) TO EXCLUDE:

*0037

*0256

*0391

doWn Up **Exclude DMIS ID(s)** Quit

Exclude DMIS ID



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Create Data Set ID Exclusions/Inclusions

The DMIS IDs have been excluded for DAAB/0255. You can now either “**I**”nclude DMIS IDs, “**F**”ile this change or “**Q**”uit without filing

DIVISION: DIV A - TRAINING HOSPITALENTER/EDIT DSI EXCLUSION

DMIS: 0037GROUP ID: 0037UIC: W2DHAA

PERFORMING FCC: DAAB/0255

POSSIBLE REQUESTING DMIS ID(S) TO EXCLUDE:

0037

0256

0391

(excluded)

(excluded)

(excluded)

doWnUp

Exclude DMIS ID(s)

Include DMIS ID(s)

File

Quit

Exclude DMIS ID



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Since 1775

Creating Data Set ID Exclusions/Inclusions

Type **"F"** to
File

DIVISION: DIV A - TRAINING HOSPITAL

ENTER/EDIT DSI EXCLUSION

DMIS: 0037GROUP ID: 0037UIC: W2DHAA

PERFORMING FCC: DAAB/0255

POSSIBLE REQUESTING DMIS ID(S) TO EXCLUDE:

0037 (excluded)

0256 (excluded)

0391 (excluded)

doWnUp

Exclude DMIS ID(s)

Include DMIS ID(s)

File

Quit

File changes



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Create Data Set ID Exclusions/Inclusions

Type "Q" to
Quit

DIVISION: DIV A - TRAINING HOSPITAL

ENTER/EDIT DSI EXCLUSION

DMIS: 0037GROUP ID: 0037UIC: W2DHAA

PERFORMING FCC: DAAB/0255

POSSIBLE REQUESTING DMIS ID(S) TO EXCLUDE:

0037 (excluded)
0256 (excluded)
0391 (excluded)

doWnUpExclude DMIS ID(s)Include DMIS ID(s)Quit

Quit and return to Performing FCC.



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Create Data Set ID Exclusions/Inclusions

Repeat this process for all other necessary
exclusions

DIVISION: DIV A - TRAINING HOSPITALENTER/EDIT DSI EXCLUSION

DMIS: 0037GROUP ID: 0037UIC: W2DHAA

PERFORMING FCC/DMIS:

DAAA/0037

DAAB/0255 (exclusions)

DAAC/0256

DAAD/0391

DAAE/0256

DAAF/0391

*

DAAG/0255

DBAA/0037

DBAB/0255

DBAC/0256

DBAD/0391

DBAF/0256

DBAG/0256

DBAH/0256

+ DBAO/0037

down

Up performing fCC Quit

Go to Next Page.



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Create Data Set ID Exclusions/Inclusions

When all exclusions are complete, type "Q"
to Quit

DIVISION: DIV A - TRAINING HOSPITAL

ENTER/EDIT DSI EXCLUSION

DMIS: 0037

GROUP ID: 0037

UIC: W2DHAA

PERFORMING FCC/DMIS:

DAAB/0255 (exclusions)
DAAC/0256
DAAD/0391
DAAE/0256
DAAF/0391
DAAG/0255 (exclusions)
DBAA/0037
DBAB/0255 (exclusions)
DBAC/0256
DBAD/0391
DBAF/0256
DBAG/0256
DBAH/0256
+ DBAO/0037

doWn Up performing fCC Quit
Quit



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Create the Data Set ID File for the New FY

- The file may be created for the new FY no earlier than 26 September and no later than 31 October
- Recheck all of the previous items:
 - Verify with Systems that the official data update files were loaded
 - Complete the DMIS ID Analysis Report
 - Recheck the MEPRS Codes/FCC
- Ensure WAM is turned on for each division (WAM – 5)



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Create the Data Set ID File for the New FY

WAM functionality is activated when it is marked "YES"

DIVISION PARAMETERS: DIV A TRAINING HOSPITAL

	YES/NO	VALUE
WAM Functionality Activation:	YES	
Workload Deviation Range (%):	YES	15
Workload Data Generation Frequency (days):	YES	7
Delinquency Status Allowance (days):	YES	7
Delinquency E-Mail Bulletin:	YES	

Help = HELP Exit = F10 File/Exit = DO INSERT OFF



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Create Data Set ID File for the New FY

Create the Data Set ID:

Type “**DWAM**”, press the <**Enter**> key, then type “**DCRT**” and press the <**Enter**> key

DTS	Dietetics System Menu
PHR	Pharmacy System Menu
RAD	Radiology System Menu
WAM	Workload Assignment Module Menu

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module Menu

DXCL	Data Set Exclusions by DMIS ID Enter/Edit
DCRT	Data Set IDs Create
DDSP	Data Set IDs Creation Status
DEDT	Data Set IDs Enter/Edit
DBAT	Data Set IDs Batch Inactivate Requesting FCC
DINQ	Data Set IDs Inquiry
DPRN	Data Set IDs Print
CCOM	CAC/JON - MEPRS File Compare
CEDT	CAC/JON Enter/Edit
CINQ	CAC/JON Inquiry
CPRN	CAC/JON Print
SDMT	Site Definable MEPRS Table Maintenance
SMIA	MEPRS Inactivate/Reactivate

Select DOD Workload Assignment Module Menu Option: **DCRT**



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Create the Data Set ID File for the New FY

As mentioned earlier, the TDB is perpetually set to 21 Jun 2016, so it produces a warning about re-creating the file. If you create the DSI during the optimal time frame (26 Sep-31 Oct), you will not see this warning.

```
DXCL   Data Set Exclusions by DMIS ID Enter/Edit
DCRT   Data Set IDs Create
DDSP   Data Set IDs Creation Status
DEDT   Data Set IDs Enter/Edit
DBAT   Data Set IDs Batch Inactivate Requesting FCC
DINQ   Data Set IDs Inquiry
DPRN   Data Set IDs Print
CCOM   CAC/JON - MEPRS File Compare
CEDT   CAC/JON Enter/Edit
CINQ   CAC/JON Inquiry
CPRN   CAC/JON Print
SDMT   Site Definable MEPRS Table Maintenance
SMIA   MEPRS Inactivate/Reactivate
```

```
Select DOD Workload Assignment Module Menu Option: DCRT   Data Set IDs Create
Do you want to create the Data Set ID for FY 01 for the
[G]roup, [D]ivision, or [Q]uit? Q/[G]
Do you want to create the Data Set ID file for FY01? NO// [Y] (YES)
The Data Set ID file has already been created for FY01.
Do you want to re-create the file? NO//[Y] (YES)
```

Create the Data Set ID File for the New FY

You receive this message after creating the Data Set ID

The Data Set ID Create option is now tasked. When completed, you should create the following for all appropriate divisions via the DWAM menu:

- 1) Cost Pool Data Set IDs (DSI)
- 2) Cost Pool Codes as Requesting FCC to all appropriate Data Set IDs (DSI)
- 3) Manual Data Set IDs (DSI)

Verify status via the option 'Data Set Creation Status'.

Press <Return> to continue



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Create the Data Set ID File for the New FY

Check the status of the creation. Type “**DWAM**”, press the <**Enter**> key, then type “**DDSP**” and press the <**Enter**> key.

```
DTS    Dietetics System Menu
PHR    Pharmacy System Menu
RAD    Radiology System Menu
WAM    Workload Assignment Module Menu
```

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module Menu

```
DXCL   Data Set Exclusions by DMIS ID Enter/Edit
DCRT   Data Set IDs Create
DDSP   Data Set IDs Creation Status
DEDT   Data Set IDs Enter/Edit
DBAT   Data Set IDs Batch Inactivate Requesting FCC
DINQ   Data Set IDs Inquiry
DPRN   Data Set IDs Print
CCOM   CAC/JON - MEPRS File Compare
CEDT   CAC/JON Enter/Edit
CINQ   CAC/JON Inquiry
CPRN   CAC/JON Print
SDMT   Site Definable MEPRS Table Maintenance
SMIA   MEPRS Inactivate/Reactivate
```

Select DOD Workload Assignment Module Menu Option: **DDSP**



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Create the Data Set ID File for the New FY

Type the upcoming **FY** and press the
<**Enter**> key.

You will then see the current creation status

```
DIVISION: DIV A - TRAINING HOSPITAL                21 Jun 2001 1716
              DATA SET ID CREATION STATUS FOR FY01

DMIS: 0037                GROUP ID: 0037
              DSI CREATED FOR DMIS IDS: 0037
                                      0255
                                      0256
                                      0391

Current Status: COMPLETED

Begin Date/Time: 21 Jun 2001@1647
Completed Date/Time: 21 Jun 2001@1649

Status Change User: WAM,USER

Press <RETURN> to continue
```



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Create the Data Set ID File for the New FY

Check the WAM Exceptions Report:
Type “**WAM**”, press the <**Enter**> key, then type “**3**” and
press the <**Enter**> key.

```
PAD    PAD System Menu
PAS    PAS System Menu
MSA    MSA System Menu
CLN    Clinical System Menu
DTS    Dietetics System Menu
PHR    Pharmacy System Menu
RAD    Radiology System Menu
WAM    Workload Assignment Module Menu
```

Select Core Application Drivers Menu Option: **WAM** Workload Assignment Module Menu

```
1      Edit Workload
2      Report Workload Menu
3      Display Exceptions Report
4      Manage Workload Templates
5      System Definition Parameters
6      Create Monthly Workload ASCII File to EAS
8      Workload Generation Controller
```

Select Workload Assignment Module Menu Option: **3**



ARMY MEDICINE

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Create the Data Set ID File for the New FY

```
Select Exceptions Report START DATE: Date DSI Creation Started
Select Exceptions Report END DATE: Date DSI Creation Ended
Select DIVISION NAME: DIV A - TRAINING HOSPITAL// DIV A - TRAINING HOSPITAL
Select (D)ivision, (G)roup, or (Q)uit: D// G
Select CATEGORY to report (A)ll, (M)any, (O)ne or (Q)uit: M// A
Select SEVERITY to report (A)ll, (M)any, (O)ne or (Q)uit: M// A

DEVICE: Queue to print on
DEVICE: SPOOL VMS file
Select SPOOL DOCUMENT NAME: rrm wam excep rpt
Are you adding 'rrm wam excep rpt' as a new SPOOL DOCUMENT? y (YES)
EXPIRATION DATE: 28 Jun 2001//
Requested start time: NOW//
```

See Appendix A (page 120) of the Workload Desktop Guide for A list of exceptions messages by category. Sample pages follow.



Conserving the Fighting Strength Since 1775

Create the Data Set ID File for the New FY

21 Jun 2001@1726 Page 1

```

* * * EXCEPTIONS REPORT * * *
From: 01 Jun 2001      To: 21 Jun 2001

```

(N)	DSI	DGE	-	0037	-	FCCA	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	BGAE	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	BDAA	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	BBA5	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	BAEA	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	AAAC	Req.	FCC	inactivated	for	FY01	-	21	Jun	2001@1444
(N)	DSI	DGE	-	0037	-	DGEA	Per.	FCC	inactivated	for	FY01	-	21	Jun	2001@1442
(N)	New	Code	-	Performing	FCC	DGEB	added	-	DSI	DGE	-	DMIS	0037		
(N)	New	Code	-	Performing	FCC	DGEA	added	-	DSI	DGE	-	DMIS	0037		
(N)	DSI	DGE	has	been	added	for	FY	01	-	06/21/01@1440					
(N)	New	Code	-	Req.	FCC	BABA	added	-	DSI	B*X	-	DMIS	0037	-	Perf. FCC
(N)	New	Code	-	Performing	FCC	BAXA	added	-	DSI	B*X	-	DMIS	0037		
(N)	DSI	B*X	has	been	added	for	FY	01	-	06/21/01@1419					

Workload Deviations

(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Weighted	-	Rpt	Month	05/01
(W)	DSI	devi	range	exceeded	-	DSI	DAA	-	Perf	DAAA	-	Raw/Stat	-	Rpt	Month	05/01



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Create the Data Set ID File for the New FY

*** EXCEPTIONS REPORT ***
From: 01 Jun 2001 To: 21 Jun 2001

Workload Delinquencies

(w)	49	EOD process incomplete - DSI OUT - Req BIAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI OUT - Req BHFA - Rpt Month 06/01 (21Jun01)
(w)	31	EOD process incomplete - DSI OUT - Req BHAA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI OUT - Req BGAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI OUT - Req BFDA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI OUT - Req BEAA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI OUT - Req BBIA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI OUT - Req BBAA - Rpt Month 06/01 (21Jun01)
(w)	8	EOD process incomplete - DSI OUT - Req BAJA - Rpt Month 06/01 (21Jun01)
(w)	8	EOD process incomplete - DSI OUT - Req BAFA - Rpt Month 06/01 (21Jun01)
(w)	47	EOD process incomplete - DSI OUT - Req BACA - Rpt Month 06/01 (21Jun01)
(w)	11	EOD process incomplete - DSI TOT - Req BAA5 - Rpt Month 06/01 (21Jun01)
(w)	49	EOD process incomplete - DSI TOT - Req BIAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BHFA - Rpt Month 06/01 (21Jun01)
(w)	3	EOD process incomplete - DSI TOT - Req BHCA - Rpt Month 06/01 (21Jun01)
(w)	52	EOD process incomplete - DSI TOT - Req BHAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BGAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BFDA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BEFA - Rpt Month 06/01 (21Jun01)
(w)	10	EOD process incomplete - DSI TOT - Req BEBA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI TOT - Req BEAA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI TOT - Req BBIA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI TOT - Req BBDA - Rpt Month 06/01 (21Jun01)
(w)	2	EOD process incomplete - DSI TOT - Req BBCA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BBAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BAQA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI TOT - Req BAPA - Rpt Month 06/01 (21Jun01)
(w)	8	EOD process incomplete - DSI TOT - Req BAJA - Rpt Month 06/01 (21Jun01)
(w)	5	EOD process incomplete - DSI TOT - Req BAIA - Rpt Month 06/01 (21Jun01)
(w)	1	EOD process incomplete - DSI TOT - Req BAGA - Rpt Month 06/01 (21Jun01)
(w)	8	EOD process incomplete - DSI TOT - Req BAFA - Rpt Month 06/01 (21Jun01)
(w)	62	EOD process incomplete - DSI TOT - Req BACA - Rpt Month 06/01 (21Jun01)
(w)	49	EOD process incomplete - DSI OUT - Req BIAA - Rpt Month 06/01 (21Jun01)
(w)	4	EOD process incomplete - DSI OUT - Req BHFA - Rpt Month 06/01 (21Jun01)
(w)	31	EOD process incomplete - DSI OUT - Req BHAA - Rpt Month 06/01 (21Jun01)



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Create the Data Set ID File for the New FY

Template Status

```
(N) Data generation for division 0037 month 05/01 - ended 06/21/01@1538
(N) Requested by TRAINING,MANAGER
(N) Data generation for division 0037 month 05/01 - started 06/21/01@1538
(N) Data generation for division 0037 month 04/01 - ended 06/21/01@1538
(N) Requested by TRAINING,MANAGER
(N) Data generation for division 0037 month 04/01 - started 06/21/01@1538
(N) Data generation for division 0037 month 06/01 - ended 06/21/01@1547
(N) Data generation for division 0037 month 04/01 - ended 06/21/01@1547
(N) Requested by TRAINING,MANAGER
(N) Data generation for division 0037 month 04/01 - started 06/21/01@1546
(N) Data generation for division 0037 month 05/01 - ended 06/21/01@1546
(N) Requested by TRAINING,MANAGER
(N) Data generation for division 0037 month 05/01 - started 06/21/01@1546
(N) Requested by TRAINING,MANAGER
(N) Data generation for division 0037 month 06/01 - started 06/21/01@1546
(N) DSI DBB Editing ended 06/21/01@1544 for month 06/01
(N) R-BAAB/0255 BCat3 Raw: +5 wtd: +6.5
(N) P-DBBA/0037 R-BAAB/0255 BCat1 Raw: +20 wtd: +26 BCat2 Raw: +4 wtd: +5.2
(N) DSI DBB Editing started 06/21/01@1542 for 06/01 by TRAINING,MANAGER
(N) DSI TOT Editing ended 06/21/01@1110 for month 05/01
(N) P-****/0037 R-BAEA/0037 BCat2 Raw: +20
(N) DSI TOT Editing started 06/21/01@1110 for 05/01 by CALDWELL,LORRAINE C
(N) DSI OUT Editing ended 06/21/01@1110 for month 05/01
(N) P-****/0037 R-BAEA/0037 BCat2 Raw: +20
(N) DSI OUT Editing started 06/21/01@1110 for 05/01 by CALDWELL,LORRAINE C
(N) DSI TOT Editing ended 06/21/01@1109 for month 06/01
(N) P-****/0037 R-BAHA/0037 BCat9 Raw: +9
(N) DSI TOT Editing started 06/21/01@1105 for 06/01 by CALDWELL,LORRAINE C
(N) DSI OUT Editing ended 06/21/01@1109 for month 06/01
(N) P-****/0037 R-BAHA/0037 BCat9 Raw: +9
(N) DSI OUT Editing started 06/21/01@1105 for 06/01 by CALDWELL,LORRAINE C
(N) Data generation for division 0037 month 06/01 - ended 06/21/01@1053
(N) DSI OUT Editing ended 06/21/01@1047 for month 04/01
(N) P-****/0037 R-BABA/0037 BCat1 Raw: +1 BCat2 Raw: +10
(N) DSI OUT Editing started 06/21/01@1046 for 04/01 by CALDWELL,LORRAINE C
(N) DSI TOT Editing ended 06/21/01@1047 for month 04/01
(N) P-****/0037 R-BABA/0037 BCat1 Raw: +1 BCat2 Raw: +10
(N) DSI TOT Editing started 06/21/01@1046 for 04/01 by CALDWELL,LORRAINE C
(N) Data generation for division 0037 month 05/01 - ended 06/21/01@1046
```



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Create the Data Set ID File for the New FY

EAS ASCII File Creation

(N) Creation of ASCII file W0037108.06A was **successful** - ended **06/06/01@1328**
(N) Creation of ASCII file W0037108.06A is **in progress** - started **06/06/01@1327**

CHCS MEPRS Activity

(N) Replacement Edit by WAM,USER at 06/21/01@1423
(N) No Replacement Code for Inactivated DGEB/0037
(N) 0037-DGEB/0037 inactivated- WAM,USER--06/21/01@1423
(N) Replacement Edit by WAM,USER at 06/21/01@1421
(N) No Replacement Code for Inactivated ADEA/0037
(N) 0037-ADEA/0037 inactivated- WAM,USER--06/21/01@1421
(N) Replacement Edit by WAM,USER at 06/21/01@1421
(N) No Replacement Code for Inactivated ADCA/0037
(N) 0037-ADCA/0037 inactivated- WAM,USER--06/21/01@1421
(N) Replacement Edit by WAM,USER at 06/21/01@1226
(N) No Replacement Code for Inactivated AACA/0037
(N) 0037-AACA/0037 inactivated- WAM,USER--06/21/01@1224
(N) GROUP 0037-DGAA-0037 added-06/21/01@1638
(N) GROUP 0037-DGEB-0037 added-06/21/01@1441
(N) GROUP 0037-DGEA-0037 added-06/21/01@1440
(N) 0037-BAXA added-DMIS 0037-06/21/01@1419
(N) Replacement Edit by TRAINING,MANAGER at 06/21/01@1340
(N) No Replacement Code for Inactivated DBCH/0037
(N) 0037-DBCH inactivated- 0037-06/21/01@1339
(N) Replacement Edit by TRAINING,MANAGER at 06/21/01@1339
(N) No Replacement Code for Inactivated BCDH/0037
(N) 0037-BCDH inactivated- 0037-06/21/01@1339
(N) 0037-BGAH inactivated- 0037-06/21/01@1338
(N) Replacement Edit by TRAINING,MANAGER at 06/21/01@1338
(N) No Replacement Code for Inactivated BAAH/0037
(N) 0037-BAAH inactivated- 0037-06/21/01@1338
(N) Replacement Edit by TRAINING,MANAGER at 06/21/01@1335
(N) No Replacement Code for Inactivated BCDH/0037
(N) 0037-BCDH inactivated- 0037-06/21/01@1334



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Create the Data Set ID File for the New FY

CHCS DSI File Activity

```
(N) Group 0037 - completed DSI file creation for FY01 at 06/21/01@1649
(N) Requested by WAM,USER
(N) Group 0037 - started DSI creation for FY01 at 06/21/01@1647
(N) FCC DGEB/0037 inactivated - FY01 DSI data updated - 06/21/01@1423
(N) FCC DGEB/0037 inactivated - FY01 DSI data updated - 06/21/01@1423
(N) FCC DGEB/0037 inactivated - FY01 DSI data updated - 06/21/01@1423
(N) FCC DGEB/0037 inactivated - FY01 DSI data updated - 06/21/01@1423
(N) FCC ADEA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADEA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADEA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADEA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC ADCA/0037 inactivated - FY01 DSI data updated - 06/21/01@1421
(N) FCC AACA/0037 inactivated - FY01 DSI data updated - 06/21/01@1224
(N) FCC AACA/0037 inactivated - FY01 DSI data updated - 06/21/01@1224
(N) FCC AACA/0037 inactivated - FY01 DSI data updated - 06/21/01@1224
(N) FCC AACA/0037 inactivated - FY01 DSI data updated - 06/21/01@1224
(N) Group 0037 - completed DSI file creation for FY01 at 06/21/01@1639
(N) Requested by TRAINING,MANAGER
(N) Group 0037 - started DSI creation for FY01 at 06/21/01@1639
(N) Group 0037 - completed DSI file creation for FY01 at 06/21/01@1536
(N) Requested by TRAINING,MANAGER
(N) Group 0037 - started DSI creation for FY01 at 06/21/01@1536
(N) FCC DGEB modified - 0037 added - FY01 DSI data updated - 06/21/01@1441
(N) FCC DGEB modified - 0037 added - FY01 DSI data updated - 06/21/01@1440
(N) Group 0037 - completed DSI file creation for FY01 at 06/21/01@1406
(N) Group 0037 - started DSI creation for FY01 at 06/21/01@1406
(N) Group 0037 - completed DSI file creation for FY01 at 06/21/01@1356
(N) Group 0037 - started DSI creation for FY01 at 06/21/01@1356
(N) FCC DBCH inactivated - 0391 - FY01 DSI data updated - 06/21/01@1339
(N) FCC DBCH inactivated - 0256 - FY01 DSI data updated - 06/21/01@1339
(N) FCC DBCH inactivated - 0255 - FY01 DSI data updated - 06/21/01@1339
(N) FCC DBCH inactivated - 0037 - FY01 DSI data updated - 06/21/01@1339
(N) FCC BCDH inactivated - 0391 - FY01 DSI data updated - 06/21/01@1339
(N) FCC BCDH inactivated - 0256 - FY01 DSI data updated - 06/21/01@1339
```



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Perform DWAM Cleanup

- Immediately after creating the DSIs and using the WAM Exceptions Report, perform DWAM cleanup
- Key Roles: MEPRS Manager, DQM, Systems (as appropriate)
- Business Rules (per pg 28 of Workload Desktop Guide):
 - The DSI file must be created for the division you are logged into
 - You must manually create DSI for cost pools (A*X*) and non-system generated DSIs
 - If you are logged into the Group division, all performing FCC/DMIS combinations will display
 - If logged into a Child division, only those FCCs display
 - Default inactivation is TODAY+1
 - Default reactivation is 1 Oct through 30 Sep



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Perform DWAM Cleanup

- Use the **Data Set IDs Enter/Edit (DEDT) Option** to:
 - Inactivate/reactivate individual requesting FCCs within a DSI
 - Create inpatient Cost Pool DSIs
 - Create manual DSIs
 - Add Cost Pool codes as Requesting DSIs within other DSIs
- For manual DSIs, DEDT automatically generates the requesting FCCs
- For system-generated DSIs, DEDT automatically generates the Performing and Requesting FCCS – you must add the cost pool requesting FCC manually



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Perform DWAM Cleanup

Type “**DWAM**”, press the <**Enter**> key, then type “**DEDT**” and press the <**Enter**> key.

```
MSA      MSA System Menu
CLN      Clinical System Menu
DTS      Dietetics System Menu
PHR      Pharmacy System Menu
RAD      Radiology System Menu
WAM      Workload Assignment Module Menu
```

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module Menu

```
DXCL     Data Set Exclusions by DMIS ID Enter/Edit
DCRT     Data Set IDs Create
DDSP     Data Set IDs Creation Status
DEDT     Data Set IDs Enter/Edit
DBAT     Data Set IDs Batch Inactivate Requesting FCC
DINQ     Data Set IDs Inquiry
DPRN     Data Set IDs Print
CCOM     CAC/JON - MEPRS File Compare
CEDT     CAC/JON Enter/Edit
CINQ     CAC/JON Inquiry
CPRN     CAC/JON Print
SDMT     Site Definable MEPRS Table Maintenance
SMIA     MEPRS Inactivate/Reactivate
```

Select DOD Workload Assignment Module Menu Option: **DEDT**



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Perform DWAM Cleanup

Type the **Fiscal Year**, press the **<Enter>** key, then type **“??”** and press the **<Enter>** key. This will provide a list of available DSIs.

DIVISION: DIV A - TRAINING HOSPITAL 21 Jun 2001 1236

ENTER/EDIT DSI DATA

Select FISCAL YEAR: 2001

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001 1238

ENTER/EDIT DSI DATA

*** Current Entries for FISCAL YEAR: 2001 ***

Select DSI: ??



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Perform DWAM Cleanup

This is the list of available DSIs for the Training Database

DIVISION: DIV A - TRAINING HOSPITAL21 Jun 2001 1238

ENTER/EDIT DSI DATA

*** Current Entries for FISCAL YEAR: 2001 ***

DSI	DESCRIPTION
ADM	ADMISSIONS
DIS	DISPOSITIONS
OBD	OCCUPIED BED DAYS
OUT	OUTPATIENT VISITS
TOT	TOTAL VISITS
DAA	PHARMACY: RAW & WEIGHTED PROCEDURES
DBA	CLINICAL PATHOLOGY: RAW & WEIGHTED PROCEDURES
DBB	ANATOMICAL PATHOLOGY: RAW & WEIGHTED PROCS
DCA	DIAGNOSTIC RADIOLOGY: RAW & WEIGHTED PROCS
+ DGA	AMB PROCEDURE UNIT: MINUTES OF SERVICE & # OF PATIENTS

Select entry or Press <RETURN> to exit



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Perform DWAM Cleanup

Using the **<END>** key, select **TOT** and press the **<Enter>** key

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001 1241

ENTER/EDIT DSI DATA

*** Current Entries for FISCAL YEAR: 2001 ***

DSI	DESCRIPTION
ADM	ADMISSIONS
DIS	DISPOSITIONS
OBD	OCCUPIED BED DAYS
OUT	OUTPATIENT VISITS
* TOT	TOTAL VISITS
DAA	PHARMACY: RAW & WEIGHTED PROCEDURES
DBA	CLINICAL PATHOLOGY: RAW & WEIGHTED PROCEDURES
DBB	ANATOMICAL PATHOLOGY: RAW & WEIGHTED PROCS
DCA	DIAGNOSTIC RADIOLOGY: RAW & WEIGHTED PROCS
+ DGA	AMB PROCEDURE UNIT: MINUTES OF SERVICE & # OF PATIENTS

Select entry or Press <RETURN> to exit



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Perform DWAM Cleanup

Type the DMIS ID (0037) and press the
<**Enter**> key

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001 1243

ENTER/EDIT DSI DATA

*** Current Entries for FISCAL YEAR: 2001 ***

DSI: TOT

DSI Description: TOTAL VISITS

Select PERFORMING DMIS ID: 0037



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Perform DWAM Cleanup

These are the available MEPRS in the **TOT** DSI
(none)

DIVISION			DATA
Data Set ID: TOT DMIS ID: 0037 Group ID: 0037 UIC: W2DHAA			
DSI Description: TOTAL VISITS			
DSI Status: ACTIVE		Activation: 01 Oct 2000	Inactivation: 30 Sep 2001
PERFORMING FCC/DMIS	Status	Activation	Inactivation
****/0037	ACTIVE	01 Oct 2000	30 Sep 2001
dW Up iNactR rEactR Quit			
Go to Next Page.			



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Perform DWAM Cleanup

These are the available MEPRS in the **DAA** DSI. To inactivate, you would select **N** and press the **<Enter>** key.

Data Set ID: DAA DMIS ID: 0037 Group ID: 0037 UIC: W2DHAA
DSI Description: PHARMACY: RAW & WEIGHTED PROCEDURES

DSI Status: ACTIVE Activation: 01 Oct 2000 Inactivation: 30 Sep 2001

PERFORMING FCC/DMIS	Status	Activation	Inactivation
DAAA/0037	ACTIVE	01 Oct 2000	30 Sep 2001

Up aDdR iNactR rEactR Quit
Go to Next Page.



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Perform DWAM Cleanup

Use the **DSI Batch Inactivate (DBAT)** option to batch inactivate/reactivate requesting FCCs within a single DSI. Type "**DWAM**" and press the <**Enter**> key, then type "**DBAT**" and press the <**Enter**> key.

CLN	Clinical System Menu
DTS	Dietetics System Menu
PHR	Pharmacy System Menu
RAD	Radiology System Menu
WAM	Workload Assignment Module Menu

Select Core Application Drivers Menu Option: **DWAM** DOD Workload Assignment Module Menu

DXCL	Data Set Exclusions by DMIS ID Enter/Edit
DCRT	Data Set IDs Create
DDSP	Data Set IDs Creation Status
DEDT	Data Set IDs Enter/Edit
DBAT	Data Set IDs Batch Inactivate Requesting FCC
DINQ	Data Set IDs Inquiry
DPRN	Data Set IDs Print
CCOM	CAC/JON - MEPRS File Compare
CEDT	CAC/JON Enter/Edit
CINQ	CAC/JON Inquiry
CPRN	CAC/JON Print
SDMT	Site Definable MEPRS Table Maintenance
SMIA	MEPRS Inactivate/Reactivate

Select DOD Workload Assignment Module Menu Option: **DBAT**



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Perform DWAM Cleanup

Type the Fiscal Year (**2016**) and press the **<Enter>** key. Next, use the **<End>** key to select **DGE**, then press the **<Enter>** key.

```
DIVISION: DIV A - TRAINING HOSPITAL                21 Jun 2001 1303
              BATCH INACTIVATE/REACTIVATE DSI DATA

Select FISCAL YEAR: 2001
```

```
DIVISION: DIV A - TRAINING HOSPITAL                21 Jun 2001 1304
              BATCH INACTIVATE/REACTIVATE DSI DATA
              *** Current Entries for FISCAL YEAR: 2001 ***

DSI      DSI DESCRIPTION

ADM      ADMISSIONS
DIS      DISPOSITIONS
OBD      OCCUPIED BED DAYS
OUT      OUTPATIENT VISITS
TOT      TOTAL VISITS
DAA      PHARMACY: RAW & WEIGHTED PROCEDURES
DBA      CLINICAL PATHOLOGY: RAW & WEIGHTED PROCEDURES
DBB      ANATOMICAL PATHOLOGY: RAW & WEIGHTED PROCS
DCA      DIAGNOSTIC RADIOLOGY: RAW & WEIGHTED PROCS
DGA      AMB PROCEDURE UNIT: MINUTES OF SERVICE & # OF PATIENTS
* DGE    AMBULATORY NURSING SERVICE: MINUTES OF SERVICE
DIA      NUCLEAR MEDICINE: RAW & WEIGHTED PROCEDURES
```



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Perform DWAM Cleanup

Type the DMIS Id (**0037**) and press the
<**Enter**> key.

DIVISION: DIV A - TRAINING HOSPITAL

21 Jun 2001 1305

BATCH INACTIVATE/REACTIVATE DSI DATA

*** Current Entries for FISCAL YEAR: 2001 ***

DSI: DGE

DSI Description: AMBULATORY NURSING SERVICE: MINUTES OF SERV

Select PERFORMING DMIS ID: 0037



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Perform DWAM Cleanup

These are the available MEPRS in the **DGE** DSI. To inactivate, select the pertinent MEPRS Code, then select **N**. After inactivating this code, type **“Q”** to **Quit**.

DIVISION: DIV A - TRAINING HOSPITAL21 Jun 2001 1306

BATCH INACTIVATE/REACTIVATE DSI DATA

*** Current Entries ***

DSI: DGE DMIS ID: 0037 GROUP ID: 0037 UIC: W2DHAA

DSI Description: AMBULATORY NURSING SERVICE: MINUTES OF SERV

PERFORMING FCC/DMIS

DGEA/0037

DGEB/0037

doWn Up **Inactivate** Reactivate Quit

Inactivate Requesting FCC Codes for the selected Performing FCC



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Generate Monthly Workload

- Generating Monthly Workload
 - Manage Workload Templates
 - Workload templates are created at the beginning of each month using the Initialization action within the Manage Workload Templates option
 - The monthly WAM initialization cannot be accomplished for October until after the new FY initialization is complete
 - Initialization must be completed before any data can be viewed or edited through the templates
 - WAM can be re-initialized for prior months that have been approved/transmitted if you first change the status to Rejected (X) status



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Generate Monthly Workload

Type "**WAM**", <Enter>, "**4**", <Enter>, then "**I**" and <Enter>. Type your **Division** name, <Enter> and the appropriate **Month** and <Enter>. Accept the next two defaults (**YES** and **NOW**) by pressing the <Enter> key twice.

```
THE THE System Menu
PAS PAS System Menu
MSA MSA System Menu
CLN Clinical System Menu
DTS Dietetics System Menu
PHR Pharmacy System Menu
RAD Radiology System Menu
WAM Workload Assignment Module Menu

Select Core Application Drivers Menu Option: WAM Workload Assignment Module Men
u

1 Edit Workload
2 Report Workload Menu
3 Display Exceptions Report
4 Manage Workload Templates
5 System Definition Parameters
6 Create Monthly Workload ASCII File to EAS
8 Workload Generation Controller

Select Workload Assignment Module Menu Option: 4 Manage Workload Templates

Select (I)nitalize, (A)pprove, (B)atch Approve, or (Q)uit: Q// I

Select DIVISION NAME: DIV A - TRAINING HOSPITAL// DIV A - TRAINING HOSPITAL
Select Workload MONTH/YEAR: Jun 2001// May 2001

Should the Worldwide Workload Report be recalculated? YES// (Yes)
Requested start time: NOW// (21 Jun 2001@165041)
Task # 1156 to initialize templates has begun.
Press <RETURN> to continue
```



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Generate Monthly Workload

You will see this message: "You have new mail."
To read it, type "**MAIL**" and press the <**Enter**> key.

- 1 Edit Workload
- 2 Report Workload Menu
- 3 Display Exceptions Report
- 4 Manage Workload Templates
- 5 System Definition Parameters
- 6 Create Monthly Workload ASCII File to EAS
- 8 Workload Generation Controller

Select Workload Assignment Module Menu Option:

You have new mail. MAILMan Menu



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Generate Monthly Workload

Type "**LNM**" and press the <**Enter**> key
twice

MailMan v10.02 service for WAM,USER at TRAINING.SAIC.COM

Last used MailMan: Thu, 21 Jun 2001 12:36:18 You have 1 new message.

AML	Assume another identity as a surrogate
BOP	Basket Options
EML	Edit user options
GML	Group Membership
HML	Help Menu
LNM	List New Messages
NML	New Messages and Responses
QML	Queued Message Deletion
RML	Read a Message
SML	Send a Message

Select MailMan Menu Option: **LNM** List New Messages

You have 1 new message.

Select listing device:



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Generate Monthly Workload

Press the **<End>** key to select the
message

New Messages for WAM,USER
@TRAINING.SAIC.COM

Thu, 21 Jun 2001 12:40:36

* 1) Subj: **Worldwide Workload Report**
Thu, 21 Jun 2001 12:38:31 5 Lines
From: POSTMASTER Not read, in IN basket



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Generate Monthly Workload

The message indicates that the Worldwide Workload computation is completed. Press the **<Enter>** key to continue.

NOTE: Even though this is complete, the ASCII file will NOT be generated.

Subj: Worldwide Workload Report Thu, 21 Jun 2001 12:38:31 5 Lines
From: POSTMASTER (Sender: WAM,USER) in 'IN' basket. **NEW**

Worldwide Workload computation for May 2001 has been completed for the following division(s):

DIV A - TRAINING HOSPITAL

Select MESSAGE Action: IGNORE (in IN basket)//



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Generate Monthly Workload

- Initialization Business Rules
 - You cannot initialize workload data if an initialization task for the same month/division is already in process/tasked
 - Workload is only initialized if the DSI status is either I, X, V or NULL
 - Re-initialization will change any DSI in the X status to I status



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Edit WAM Workload

- As a reminder, these are the first three steps for outpatient reconciliation:
 - Run the Mini Caper Weekly and work with GPM/Clinic Managers to correct
 - Run the MSR and validate all appointments
 - Reconcile the WAM to the MSR
- Editing at the source versus WAM will reduce data inconsistencies and improve CHCS data quality



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Edit WAM Workload

- After reconciling the information between WAM and MSR, you must then approve the workload templates
- The following slides demonstrate how to change the status from Initialize through Approval



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Approve Workload Templates

This table, demonstrating each status, is on page 111 of the CHCS Workload Desktop Guide

Status Symbol	Description	Frequency	Task Responsibility
I Initialized	CHCS has invoked the data-build process to prepare the workload templates for display.	First day of each month and every 7 days throughout the month.	WAM/MEPRS Coordinator
V Verified Current Month Only	The template data has been viewed. Compare WAM data to MEPRS Reports in the Laboratory Menu. If they match, set the template to "V". If it does not match, investigate discrepancies with Lab Exceptions, CPT, and MEPRS Reports.	Site preference; ancillary staff usually checks data every 7 days.	Ancillary POC
W Waiting Facility Coordinator's Approval	The template has been reviewed and is awaiting approval. The status can only be changed to "W" for a prior month. This ensures that data is captured for the entire month. System-generated data is not reinitialized when a template is in this status, but data can be edited.	First day of the following month.	Ancillary POC
A Approved for Transmission	The workload is ready for transmission. System-generated data is not reinitialized when a template is in this status, and templates cannot be edited.	First day of the following month.	WAM/MEPRS Coordinator
X Rejected to Work center	You may only change to "X" from the "W", "A", or "T" status. This allows system-generated data to be regenerated upon initialization. Data can also be edited.	As needed.	WAM/MEPRS Coordinator
T Transmitted	This is a View-Only status. The workload templates cannot be edited and system-generated data is not updated upon Re-initialization.	CHCS sets this status upon the creation of the ASCII file.	CHCS (system generated)



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Approve Workload Templates

Type **"WAM"**, press the **<Enter>** key, then **"1"** and press the **<Enter>** key.

Select Workload Assignment Module Menu Option:

PAD	PAD System Menu
PAS	PAS System Menu
MSA	MSA System Menu
CLN	Clinical System Menu
DTS	Dietetics System Menu
PHR	Pharmacy System Menu
RAD	Radiology System Menu
WAM	Workload Assignment Module Menu

Select Core Application Drivers Menu Option: **WAM** Workload Assignment Module Menu

1	Edit Workload
2	Report Workload Menu
3	Display Exceptions Report
4	Manage Workload Templates
5	System Definition Parameters
6	Create Monthly Workload ASCII File to EAS
8	Workload Generation Controller

Select Workload Assignment Module Menu Option: **1**

Approve Workload Templates

Type the workload **Month**, press **<Enter>**,
the **Division** name, **<Enter>**
and accept the default for **All** by pressing the **<Enter>** key.

Enter Workload MONTH/YEAR: Jun 2001// **MAY 2001** May 2001

Select DIVISION NAME: DIV A - TRAINING HOSPITAL// **DIV A - TRAINING HOSPITAL**

Select SUBSYSTEM/WAM GROUPING (or Quit):

(I)npatient (O)utpatient a(N)cillary (D)ietetics (P)harmacy
(L)aboratory (R)adiology (S)upport Services (A)ll (Q)uit

A// **A**



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Approve Workload Templates

Press <**F11**> to select all
DSIs

*ADM
*DBA

*DIS
*DBB

*OBD
*DCA

*OUT
*DGA

*TOT
*DGE

*DAA
*DIA

Use **SELECT** key to select DSI's, **F9** for DSI Description, **F11** to select ALL,
HELP for more info.



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Approve Workload Templates

Type "T" to update the status

DIV A - TRAINING

DMIS ID/UIC: 0037/W2DHAA

Fiscal Month/Year: May 2001

Date: 21 Jun 2001@1400

Template Status: W

DSI: ADM Description: ADMISSIONS

Performing FCC: N/A

Performance Factor/Workload Total: 160

FCC/DMIS	Statistic Amount	FCC/DMIS	Statistic Amount
AAAA/0037	157	AAKA/0037	0
ABAA/0037	3	ACAA/0037	0
ADAA/0037	0	AEAA/0037	0
AFAA/0037	0		

Next Screen Prev Screen Edit/View **sTatus** DSI Quit

Allows Template Status to be updated for this DSI



Approve Workload Templates

Type “**W**” and press the <**Enter**> key to change all statuses to **Waiting...** Type “**Y**” and press the <**Enter**> key to agree.

DSI: ADM Description: ADMISSIONS

Performing FCC: N/A

Performance Factor/Workload Total: 160

FCC/DMIS		FCC/DMIS	
Statistic Amount		Statistic Amount	
-----		-----	

Template Status: Waiting Facility Coordinator's Approval //





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Approve Workload Templates

Type "T" to update the status

DIV A - TRAINING HO

DMIS ID/UIC: 0037/W2DHAA

Fiscal Month/Year: May 2001

Date: 21 Jun 2001@1403

Template Status: W

DSI: ADM Description: ADMISSIONS

Performing FCC: N/A

Performance Factor/Workload Total: 160

FCC/DMIS	Statistic Amount	FCC/DMIS	Statistic Amount
AAAA/0037	157	AAKA/0037	0
ABAA/0037	3	ACAA/0037	0
ADAA/0037	0	AEAA/0037	0
AFAA/0037	0		

Next Screen Prev Screen Edit/View **sStatus** DSI Quit

Allows Template Status to be updated for this DSI



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Approve Workload Templates

Type “**A**” and press the <**Enter**> key to change all statuses to **Approved**. Type “**Y**” and press the <**Enter**> key to agree

DIV A - TRAINING HOSPITAL
DMIS ID/UIC: 0037/W2DHAA
Fiscal Month/Year: May 2001
Date: 21 Jun 2001@1405
Template Status: W

DSI: ADM Description: ADMISSIONS
 Performing FCC: N/A
Performance Factor/Workload Total: 160

FCC/DMIS	Statistic Amount	FCC/DMIS	Statistic Amount
-----	-----	-----	-----

Template Status: Waiting Facility Coordinator's Approval //
Are you sure that you want to change status from 'W' to 'A'? NO//

Next Screen Prev Screen Edit/View DSI Quit
Allows Template Status to be updated for this DSI



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Approve Workload Templates

Templates are approved. Type "Q" to Quit.

DIV A - TRAIN

DMIS ID/UIC: 0037/W2DHAA

Fiscal Month/Year: May 2001

Date: 21 Jun 2001@1406

Template Status: A

DSI: ADM Description: ADMISSIONS

Performing FCC: N/A

Performance Factor/Workload Total: 160

FCC/DMIS	Statistic Amount	FCC/DMIS	Statistic Amount
AAAA/0037	157	AAKA/0037	0
ABAA/0037	3	ACAA/0037	0
ADAA/0037	0	AEAA/0037	0
AFAA/0037	0		

Next Screen Prev Screen Edit/View sTatus DSI **Quit**

Quits this edit template session



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CREATE WAM ASCII FILE



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Create WAM ASCII File

- The last two steps for Outpatient Reconciliation are:
 - Create the WAM ASCII File
 - Ensure the WAM ASCII file transmits to EAS
- The following slides demonstrate how to accomplish this in CHCS



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Create WAM ASCII File

Type “**WAM**”, press the <**Enter**> key, then type “**6**” and press the <**Enter**> key.

```
PAD      PAD System Menu
PAS      PAS System Menu
MSA      MSA System Menu
CLN      Clinical System Menu
DTS      Dietetics System Menu
PHR      Pharmacy System Menu
RAD      Radiology System Menu
WAM      Workload Assignment Module Menu
```

Select Core Application Drivers Menu Option: **WAM** Workload Assignment Module Menu

```
1      Edit Workload
2      Report Workload Menu
3      Display Exceptions Report
4      Manage Workload Templates
5      System Definition Parameters
6      Create Monthly Workload ASCII File to EAS
8      Workload Generation Controller
```

Select Workload Assignment Module Menu Option: **6**



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Create WAM ASCII File

Type the **Month**, press the <**Enter**> key, then type "**A**" and press the <**Enter**> key. You will then see a message stating the **ASCII file has been assigned a task number**. Press the <**Enter**> key.

Select Workload MONTH/YEAR: May 2001//

May 2001

Generate file for (A)ll, (M)any, (O)ne DSI or (Q)uit: A//

Requested start time: NOW// (21 Jun 2001@1435)

ASCII file _\$1\$DGA800:[CTDBALLMGR.APPL.EXPORT]X0037105.21A
has been successfully assigned Task number 1152.

Press <RETURN> to continue





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Create WAM ASCII File

You will see a message, **"You have new mail."**

You have new mail.

- 1 Edit Workload
- 2 Report Workload Menu
- 3 Display Exceptions Report
- 4 Manage Workload Templates
- 5 System Definition Parameters
- 6 Create Monthly Workload ASCII File to EAS
- 8 Workload Generation Controller

Select Workload Assignment Module Menu Option:

You have new mail. Use the MAIL Option to see it.

Select Workload Assignment Module Menu Option: MAIL



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Create WAM ASCII File

The message informs of the **WAM ASCII FILE GENERATION**. Use the **<End>** key to select it.

New Messages for WAM,USER
@TRAINING.SAIC.COM

Thu, 21 Jun 2001 14:37:34

1) Subj: **WAM ASCII FILE GENERATION**

Thu, 21 Jun 2001 14:35:02 1 Line

From: POSTMASTER Not read, in IN basket



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Create WAM ASCII File

The mail message states the WAM ASCII file has been created and placed in the **EXPORT** directory. Your workload templates should now be available in EAS.

Subj: WAM ASCII FILE GENERATION Thu, 21 Jun 2001 14:35:02 1 Line

From: POSTMASTER (Sender: WAM,USER) in 'IN' basket. **NEW**

Expires: 06 Jul 2001

X0037105.21A has been created and placed in the EXPORT directory

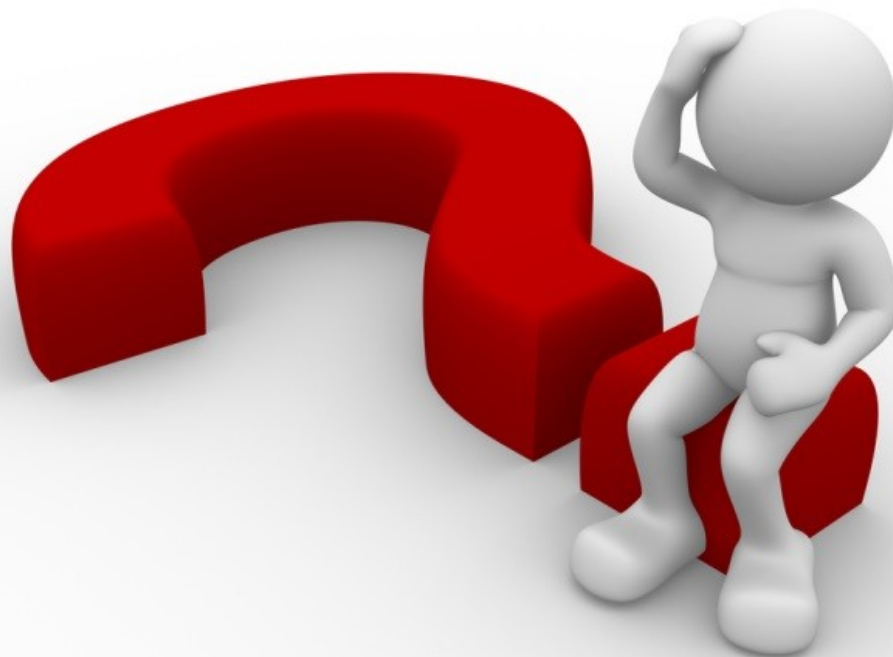
Select MESSAGE Action: IGNORE (in IN basket)//



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Questions?